

# OFFICIAL GAZETTE



## GOVERNMENT OF GOA, DAMAN AND DIU

### GOVERNMENT OF GOA, DAMAN AND DIU

Special Department

#### Notification

OSD/RRVS/47/71

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, read with the Government of India, Ministry of External Affairs letter No. F.7(11)/62-Goa dated 25th July, 1963, the Administrator of Goa, Daman and Diu is pleased to make the following rules amending the Goa Government, Directorate of Agriculture (non-ministerial, non-gazetted) posts Recruitment Rules, 1963, issued under Notification dated 9th November, 1966 published in Government Gazette Series I, No. 38 dated 22nd December, 1966, read with Notification of even number dated 1st May, 1968, published in Government Gazette Series I, No. 8 dated 23rd May, 1968, namely: —

1. **Short title and commencement.** — (i) These rules may be called the Goa Government, Directorate of Agriculture (non-ministerial, non-gazetted) posts Recruitment (Fourth Amendment) Rules, 1970.

(ii) They shall come into force at once.

2. In the Schedule attached to the said Notification,

(a) against the post of Tractor Assistant appearing at serial No. 9, for the existing entry in column 6 substitute:

"Below 30 years".

(b) against the post of Agricultural Assistant, appearing at serial No. 31,

(i) for the existing entry in column 5, substitute:

"Selection".

(ii) for the existing entry in column 10, substitute:

"50% by promotion, failing which by direct recruitment, and 50% by direct recruitment".

(iii) for the existing entry in column 11, substitute:

"Field Assistants with three years' service in the grade".

(iv) for the existing entry in column 12, substitute:

"Class III D. P. C.".

(c) against the post appearing at serial no. 34, (i) for the existing entry in column 1, substitute:

"Assistant Agriculture Officer, Grade II/Extension Officer (Agriculture)/Instructor in Agriculture/Compost Inspector/Fertilizer Inspector/Field Demonstration Officer".

(ii) for the existing entry in column 10, substitute:

"Promotion 50% failing which by direct recruitment; 50% by direct recruitment".

By order and in the name of the Administrator of Goa, Daman and Diu.

S. R. Sawant, Deputy Secretary (Appointments).

Panaji, 15th October, 1971.

#### Notification

OSD/RRVS/43/66

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, read with the Government of India, Ministry of External Affairs letter No. F.7(11)/62-Goa dated 25th July, 1963 and Ministry of Home Affairs letter No. F.1/29/68-GP dated 29th June, 1968, the Administrator of Goa, Daman and Diu is pleased to amend the Goa Government (Seniority) Rules, 1967, issued under Notification of even number dated 21st February, 1969 and published in Government Gazette Series I, No. 49 dated 6th March, 1969 as follows, namely: —

1. **Short title and commencement.** — (i) These rules may be called the Goa Government (Seniority) (First Amendment) Rules, 1971.

(ii) They shall come into force at once.

2. **Amendment of Rule 4.** — At the end of Rule 4 of the Goa Government (Seniority) Rules, 1967, the following provisos shall be added, namely: —

"Provided firstly where the persons not belonging to one cadre but belonging to one grade are eligible for promotion to posts belonging to a Common Cadre, the relative seniority of such persons shall be determined in accordance with the dates of their appointments in the Grade irrespective of their being permanent or officiating;

Provided secondly that while so determining seniority, relative seniority of such persons determined in their respective cadres shall not be changed."

By order and in the name of the Administrator of Goa, Daman and Diu.

S. R. Sawant, Deputy Secretary (Appointments).

Panaji, 16th October, 1971.

### Local Self Government Department

#### Notification

3-126-71-LSG

The following draft of the Goa, Daman and Diu Municipalities (Discount and Interest in respect of Municipal Dues) Rules, 1971 which the Govt. of Goa, Daman and Diu in exercise of the powers under sub-section (1) of section 306 of the Goa, Daman and Diu Municipalities Act, 1968 (7 of 1969) proposes to make, is hereby published for general information. If any person has any suggestion or objection to make regarding the said draft, the same may be sent to Under Secretary to the Govt. of Goa, Daman and Diu in the Department of Local Self Govt. within 15 days of its publication so that they may be taken into consideration by the Govt. at the time of finalisation of the said draft at the end of the said period of 15 days.

#### DRAFT RULES

In exercise of the powers conferred by sub-section (1) of section 306 read with sub-section (3) of section 145 and proviso to section 161 of the Goa, Daman and Diu Municipalities Act, 1968 (7 of 1969) and all other powers enabling him in that behalf, the Lt. Governor of Goa, Daman and Diu hereby makes the following Rules, viz. —

1. **Short title and Commencement.** — (1) These rules may be called the Goa, Daman and Diu Municipalities (Discount and Interest in respect of Municipal Dues) Rules, 1971.

(2) They shall come into force at once.

2. **Definitions.** — In these rules, unless the context otherwise requires, —

(a) "Act" means the Goa, Daman and Diu Municipalities Act, 1968 (7 of 1969).

(b) "Form" means the form appended to these rules; and

(c) "Section" means a section of the Act.

3. **Manner and prescribed period for obtaining discount for prompt payment of Municipal Dues.** — (1) Every bill or copy of the bill presented in accordance with sub-section (1) of section 145 shall include a note in Form I.

(2) Where the bill is paid within fifteen days from the date of the presentation thereof, the Chief Officer, shall deduct the amount of discount from

the bill and issue a receipt showing the gross amount, the discount and the net amount of the bill paid;

Provided that, no discount shall be paid on any amount in the bill due by way of arrears and for which a bill had been issued earlier.

(3) Whenever any discount is paid a note thereof shall be taken on the back side of Office copy of the bill showing number and the date of receipt passed on to a person. A note shall also be taken in the Municipal Accounts against the relevant original credit entry and other records in which the money received are entered in detail.

(4) In case of a bill issued during the period commencing on 19th November 1970 and ending on the date of coming into force of these rules which was paid within 15 days of the date of the presentation thereof but in respect of which no discount was paid, the tax payer may apply, for such discount and the Chief Officer on due verification of the claim, may either pay the discount in cash or adjust the same as advance collection of taxes due for the next year, according to the instruction of the claimant.

4. **Remission of Interest where sum due is Re. 1 or less.** — Where the amount of interest due from any person for any period under section 166 is one rupee or less, the Chief Officer may, on an application by such person, remit the whole of the interest payable by him.

#### FORM I

(See rule 3)

If this bill is paid within 15 days from the date of presentation thereof, the discount of rupees      paise (rupees\* and paise only) under the provision of sub-section (3) of section 145 shall be paid by the Council.

Chief Officer,

The Municipal Council

\*Figures to be inserted in words.

By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

P. S. Bhatnagar, Secretary (Revenue).

Panaji, 6th October, 1971.

### Food and Civil Supplies Department

#### Public Works Department

#### Notification

PWD/SSW/1477/57/71

Sub: — Rules Regarding Enlistment of Contractors in the P.W.D. of the Union Territory of Goa, Daman and Diu.

The enlistment of Contractors in the PWD, Goa, Daman and Diu will be governed as per the attached Rules, with effect from the publication of this Order in the Goa Official Gazette.

All contractors registered in this PWD prior to this date, shall apply for fresh registration under these Rules within 60 days, failing which, their existing registration will be deemed to have been cancelled.

This Order supersedes all earlier orders and prevailing rules in force in this PWD.

By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

*Balcrisna R. Naique*, Principal Engineer, P. W. D., and Ex-Officio Addl. Secretary to the Govt.

Panaji, 16th October, 1971.

### Rules Regarding Enlistment of Contractors in the P.W.D.

The enlistment of contractors in the P.W.D. will be done in the following categories:—

1. Buildings.
2. Roads, Bridges and Land Development.
3. Water Supply and Waste-Water Disposal.
4. Irrigation and Hydraulic Works.
5. Electrical and Mechanical Works.
6. Furniture.

#### I. Buildings Contractors

1. This category of contractors consists of the following classes:—

- |               |                                                             |
|---------------|-------------------------------------------------------------|
| (a) Class I-A | Qualified to tender for works upto any amount.              |
| (b) Class I-B | Qualified to tender for works not exceeding Rs. 15 lakhs.   |
| (c) Class II  | Qualified to tender for works not exceeding Rs. 10 lakhs.   |
| (d) Class III | Qualified to tender for works not exceeding Rs. 4 lakhs.    |
| (e) Class IV  | Qualified to tender for works not exceeding Rs. 1,00,000/-. |
| (f) Class V   | Qualified to tender for works not exceeding Rs. 25,000/-.   |

2. Contractors enlisted in any of the above categories would be permitted to tender for works anywhere in the Union Territory of Goa, Daman and Diu.

3. Enlistment of Contractors falling in any of the above categories will be done, after a scrutiny of applications is made by a Committee comprising of:—Principal Engineer as Chairman, two Officers of the rank of S.E., and one E.E. in the respective branch, who will function as Member Secretary. The Officers in the Committee will be nominated by the Principal Engineer, PWD.

The final Report of this Committee, scrutinizing the capacity of contractors, alongwith their recommendations will constitute a document, based on which registration of contractors will be done in the P.E's Office.

4. Contractors enlisted in the above categories will be required to employ technical staff whenever they execute works in this Department, as under:

- |                                                              |                                                                                                                                                         |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| (i) For works costing over Rs. 10 lakhs.                     | One qualified Graduate Engineer (Civil) with at least 10 years experience, with suitable complementary staff according to the requirements of the work. |
| (ii) For works costing between Rs. 5 lakhs and Rs. 10 lakhs. | One qualified Graduate Engineer (Civil) with at least 5 years experience.                                                                               |
| (iii) For works between Rs. 2 lakhs and Rs. 5 lakhs.         | One qualified Diploma Holder in Civil Engineering with at least 5 years experience.                                                                     |

#### 5. Security Deposit

5.(I) The rates for security deposit amount by contractors will be as under:—

- |                                                                                                         |                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (i) For works costing upto Rs. 1,00,000/- (Rs. One lakh).                                               | 10% (Ten percent) of the estimated cost of the work put to tender.                                                                                                                                  |
| (ii) For works costing more than Rs. 1,00,000/- (Rs. one lakh) and upto Rs. 2,00,000/- (Rs. Two lakhs). | 10% (Ten percent) on the first Rs. 1,00,000/- and 7½% (Seven and a half percent) on the balance.                                                                                                    |
| (iii) For works costing more than Rs. 2,00,000/- (Rs. Two lakhs only).                                  | 10% (Ten percent) on the first Rs. 1,00,000/- 7½% (Seven and a half percent) on the next Rs. 1,00,000/- and 5% (Five percent) on the balance subject to a maximum of Rs. 1,00,000/- (Rs. one lakh). |

Note: 1. The security deposit may be collected by deduction from the running bills of contractors at the rates mentioned above and the earnest money deposited in cash at the time of tender should be converted as a part of the security deposit.

2. The total security deposit recoverable from a contractor including the amount of earnest money, should not exceed the security amount recoverable at the rates mentioned in paragraph 5.(I) above.

5.(II) The contractors may, if they so desire, deposit lump sum security of Rs. 3,00,000/- (Rs. Three lakhs) with the Principal Engineer, P.W.D., in any of the permissible forms and secure exemption from payment of Earnest Money and security deposit in individual cases.

6. The following qualifications are required for different classes of contractors:—

*Class I — A (Buildings)*

(a) Contractors desiring enlistment in this class shall be private or Public Ltd. concerns. They shall be required to deposit earnest money with each tender in the following manner.

*Earnest Money*

- (i) For works upto Rs. 5 lakhs  $2\frac{1}{2}\%$  of the estimated cost subject to a maximum of Rs. 10,000/-
- (ii) For works above Rs. 5 lakhs 2% ad valorem subject to a maximum of Rs. 20,000/-

Security deposit will be recovered as indicated in para 5.(I) above.

(b) They may, if they so desire, deposit Rs. 20,000/- with the Principal Engineer and secure exemption from the payment of earnest money after executing the necessary bond. This deposit will exempt them from payment of earnest money with each individual tender but security deposit shall be recovered in the manner indicated in para 5 above.

(c) Contractors desiring enlistment in this class should have a permanent Engineering Organization capable of dealing with large building works in all their stages. They should have sufficient machinery and tools etc. at their disposal for which they should also submit details. They should also employ at least a licensed plumber responsible for sanitary and W.C's works incorporated in the works.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of Major Buildings of not less than Rs. 10 lakhs each and the aggregate of all works executed should not be less than Rs. Fifty lakhs.

*Class I — B (Buildings)*

(a) Contractors desiring enlistment in this class shall be required to deposit earnest money with each tender in the following manner:

*Earnest Money*

- (i) For works upto Rs. 5 lakhs  $2\frac{1}{2}\%$  of the estimated cost subject to a maximum of Rs. 10,000/-
- (ii) For works above Rs. 5 lakhs 2% ad valorem subject to a maximum of Rs. 20,000/-

7. Security deposit will be recovered as indicated in para 5 above.

(b) They may, if they so desire, deposit Rs. 20,000/- with the Principal Engineer and secure exemption from the payment of earnest money after executing the necessary bond. This deposit will exempt them from payment of earnest money with each individual tender but security deposit shall be recovered in the manner as indicated in para 5 above.

(c) Contractors desiring enlistment in this class should have an office incharge of a Graduate Engineer with not less than 10 years experience to deal

with works in Buildings in all their stages from the tendering stage onwards. They should also employ a licensed plumber responsible for W.C's and sanitary works incorporated in the works.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of Major Buildings of not less than Rs. 5 lakhs each and the aggregate of all works executed should not be less than Rs. 25 lakhs.

(e) Firms having no past experience of Building works are also eligible for registration in this Class provided the firm is a Private or Public Limited Company with a subscribed capital of Rs. 3 lakhs. One of the Directors of the Company should, however, be a qualified Graduate Civil Engineer with not less than 15 years experience.

*Class II (Buildings)*

(a) Contractors desiring enlistment in this class shall be required to deposit earnest money with each tender in the following manner:—

*Earnest money*

- (i) For works upto Rs. 5 lakhs  $2\frac{1}{2}\%$  of the estimated cost subject to a maximum of Rs. 10,000/-
- (ii) For works above Rs. 5 lakhs 2% ad valorem subject to a maximum of Rs. 20,000/-

Security deposit will be recovered as indicated in para 5 above.

(b) They may, if they so desire, deposit Rs. 10,000/- with the Principal Engineer and secure exemption from the payment of earnest money after executing the necessary bond. This deposit will exempt them from payment of earnest money with each individual tender but security shall be recovered in the manner as indicated in para 5 above.

(c) Firms desiring enlistment in this Class should have satisfactorily executed at least three works in Buildings of not less than Rs. 1,00,000/- each and the aggregate of all works executed should not be less than Rs. 5,00,000/-.

(d) The contractors or firm having no past experience of Building work is also eligible for enlistment in this class provided the working capital is not less than Rs. one lakh. The individual or one of the partners of the firm should, however, be a qualified Graduate Civil Engineer with not less than 10 years experience.

*Class III (Buildings)*

(a) Contractors desiring enlistment in this class shall be required to deposit earnest money at  $2\frac{1}{2}\%$  of the estimated cost with their tenders. Security Deposit will be recovered in all cases as indicated in para 5 above.

(b) They may, if they so desire, deposit Rupees seven thousand five hundred only with the Principal Engineer and secure exemption from the payment of Earnest Money after executing the necessary bond. This deposit will exempt them from payment of Earnest Money with each individual tender but Security shall be recovered in the manner as indicated in para 5 above.

(c) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 25,000/- each, and the aggregate of all works executed should not be less than Rs. 1,25,000/- in buildings.

(d) The contractors or Firms having no past experience of building work are also eligible for enlistment in this class provided their working capital is not less than Rs. 40,000/-. The individual or one of the partners of the Firm should, however, be a qualified Graduate Engineer, with not less than five years experience or a qualified Overseer (Diploma Holder), fifteen years experience.

#### *Class IV (Buildings)*

(a) Contractors desiring enlistment in this class shall be required to deposit Earnest Money at 2½% of the estimated cost with their tenders. Security Deposit will be recovered in all cases as indicated in para 5 above.

(b) There is no option for contractors of this Class to deposit lumpsum security for securing exemption from the payment of Earnest Money.

(c) Firms desiring enlistment in this class should have satisfactorily executed at least three works in buildings of not less than Rs. 5,000/- each and the aggregate of all works executed should not be less than Rs. 25,000/.

(d) The contractors or Firms having no past experience of building work are also eligible for enlistment in this class provided the working capital is not less than Rs. 10,000/-. The individual or one of the partners of the Firm should be qualified Overseer (Diploma Holder) with five years experience.

#### *Class V (Buildings)*

(a) As this class of contractors will include petty suppliers as well as those who may be carrying out petty repair works, it is not necessary to specify any qualifications for recruitment of this class of contractors.

(b) They will, however, be required to pay Earnest Money and Security Deposit in the same manner as prescribed for Class IV (Buildings).

#### **II. Roads, bridges & land development contractors**

The same stipulations as for above category (Buildings) will apply for contractors enlisted under this category. The basic qualifications of experience, etc., for tendering, however, will be related to "roads, bridges and land development," instead of "buildings".

#### **III. Water supply & waste water disposal contractors**

The same stipulations as for above category (Buildings) will apply for contractors enlisted under this category. The basic qualifications of experience, etc., for tendering, however, will be related to "water supply and waste water disposal", instead of "buildings".

#### **IV. Irrigation & hydraulic works contractors**

The same stipulations as for above category (Buildings) will apply for contractors enlisted under

this category. The basic qualifications of experience, etc., for tendering, however, will be related to "irrigation and hydraulic works", instead of "buildings".

#### **V. Electrical & mechanical works contractors**

1. This category of contractors consists of the following classes:

Class I (Electrical and Mechanical) — Qualified to tender for works upto any amount.

Class II (Electrical and Mechanical) — Qualified to tender for works upto Rs. one lakh.

Class III (Electrical and Mechanical) — Qualified to tender for works upto Rs. 50,000/-.

Class IV (Electrical and Mechanical) — Qualified to tender for works upto Rs. 10,000/-.

2. Contractors in any of the above category would be permitted to tender for works anywhere in Union Territory of Goa, Daman and Diu.

3. Enlistment of contractors falling in any of the above category will be done, after a scrutiny of applications is made by a Committee comprising of: Principal Engineer as Chairman, two Officers of the rank of S.E., and the Executive Engineer (Electrical and Mechanical) who will function as Member Secretary. The Officers in the Committee will be nominated by the Principal Engineer, PWD. The final reports of this Committee scrutinizing the capacity of contractors, alongwith their recommendations, will constitute a document, based on which registration of contractors will be done in the P.E's Office.

4. Contractors desiring enlistment in Class I (Electrical and Mechanical) should possess a valid Electrical Licence and should have permanent engineering organization capable of dealing with large works in all their stages. They should employ from tendering stage onwards one Graduate Engineer having experience of not less than three years or a Diploma Qualified Engineer with not less than seven years experience. They should submit with their applications for enlistment, full details about their engineering organization, if any. Contractors enlisted in all classes for electrical works must have a valid electrical licence. In addition, whenever they execute works in this Department, they must employ the following technical staff, whenever carrying out such works.

(i) For works costing over Rs. 1 lakh. One qualified engineer possessing a university degree in electrical/mechanical degree and having experience of not less than three years or a Diploma Holder with not less than seven years.

(ii) For works costing between Rs. 50,000/- and Rs. 1 lakh. One qualified Overseer possessing a Diploma in Electrical/Mechanical engineering and having experience of not less than three years, or a Graduate with two years experience.

(iii) For works costing between Rs. 25,000/- and Rs. 50,000/-.

One qualified Overseer possessing a Diploma in Mechanical/Electrical engineering and having experience of not less than three years.

(iv) For works costing between Rs. 5,000/- and Rs. 25,000/-.

One licensed supervisor having experience of not less than three years.

#### Security Deposit

(i) The rates for deposit of Security amount by contractors will be as under:

(i) For works costing upto Rs. 1,00,000/- (Rupees one lakh only). 10% (Ten percent) of the estimated cost of the works put to tender.

(ii) For works costing more than Rs. 1,00,000/- (Rupees one lakh) and upto Rs. 2,00,000/- (Rupees two lakhs). 10% (Ten percent) on the first Rs. 1,00,000/- and 7½% (Seven and half percent) on the balance.

(iii) For works costing more than Rs. 2,00,000/- (Rupees two lakhs only). 10% (Ten percent) on the first Rs. 1,00,000/- 7½% (Seven and half percent) next Rs. 1,00,000/- and 5% (Five percent) on the balance, subject to the maximum of Rs. 1 lakh only.

**Note:** 1. The security deposit may be collected by deduction from the running bills of contractors at the rates mentioned above and the Earnest Money deposited in cash at the time of tender should be converted as a part of the Security Deposit.

**Note:** 2. The total Security Deposit recoverable from the contractor including the amount of the Earnest Money, should not exceed the security amount recoverable at the rates mentioned in paragraph 5(i) above.

5.(II). The contractors, may, if they so desire, deposit lumpsum security of Rs. 3,00,000/- (Rupees three lakhs only) with the Principal Engineer, PWD, in any of the permissible forms, and secure exemption from payment of Earnest Money and Security Deposit from individual cases.

#### Class I (Mechanical & Electrical)

(a) Contractors desiring enlistment in this class shall be required to deposit Earnest Money with each tender in the following manner:

##### Earnest Money

1. For works upto Rs. 5 lakhs. 2½% of the estimated cost subject to a maximum of Rs. 10,000/-
2. For works above Rs. 5 lakhs. 2½% ad valorem subject to a maximum of Rs. 20,000/-

Security deposit will be recovered in the manner as indicated in para 5 above.

(b) They may, if they so desire, deposit Rs. 5,000/- with the Principal Engineer and secure exemption from the payment of Earnest Money after executing the necessary bond. This deposit will exempt them from payment of Earnest Money with each individual tender, but security shall be recovered in the manner as indicated in para 5 above.

(c) Contractors desiring enlistment in this class should possess a valid Electrical licence and have an Office capable of preparing estimates and submitting bills regularly for work done, provided for in the contract. Their Office should have sufficient technical personnel for preparing estimates and submitting tenders in an intelligent manner and for supervision of works.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 25,000/- each, and the aggregate of all works executed should not be less than Rs. 1,25,000/-

(e) The contractors or Firms having no past experience of electrical and mechanical works are also eligible for enlistment in this class provided the working capital is not less than Rs. 1,00,000/-. The individual or one of the partners of the firm should be a qualified engineer possessing a University Degree in electrical/mechanical engineering, and having experience of not less than seven years. The engineer should have executed satisfactorily in a responsible capacity works as mentioned in para (d) above.

#### Class II (Electrical & Mechanical)

(a) Contractors desiring enlistment in this class should be required to deposit earnest money at 2½% of the estimated cost with their tenders.

Security Deposit will be recovered in all cases in the manner as indicated in para 5 above.

(b) There is no option for contractors of this class to deposit lumpsum security for securing exemption from the payment of Earnest Money.

(c) Contractors desiring enlistment in this class should possess a valid electrical/mechanical licence.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 10,000/- each and the aggregate of all works should not be less than Rs. 50,000/-.

(e) The contractors or Firms having no past experience of electrical/mechanical works are also eligible for enlistment in this class, provided their working capital is not less than Rs. 40,000/-. The individual or one of the partners of the Firm should be a qualified engineer possessing a University Degree in electrical/mechanical engineering and having experience of not less than five years or a Diploma Holder with not less than fifteen years experience. The engineer should have executed satisfactorily in a responsible capacity works as mentioned in para (d) above.

#### Class III (Electrical & Mechanical)

(a) Contractors desiring enlistment in this class shall be required to deposit Earnest Money at 2½% of the estimated cost with their tenders.

Security deposit will be recovered in all cases in the manner as indicated in the para (5) above.



(b) There is no option for contractors of this class to deposit lumpsum security for securing exemption from the payment of Earnest Money.

(c) Contractors desiring enlistment in this Class should possess a valid electrical and mechanical licence.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 2,500/- each, and the aggregate of all works executed should not be less than Rs. 12,500/-.

(e) The contractors or Firms having no past experience of electrical/Mechanical works are also eligible for enlistment in this class provided their working capital is not less than Rs. 10,000/-. The individual or one of the partners of the firm should be a qualified Overseer possessing a Diploma in Electrical/Mechanical engineering and having experience of not less than five years. The Engineer should have executed satisfactorily and in a responsible capacity works as mentioned in para (d) above.

#### *Class IV (Electrical & Mechanical)*

(a) As this class of contractors will include petty suppliers as well as those people who may be carrying out petty repair works, it is not necessary to specify any qualifications for the recruitment of this class.

(b) They will be required to pay Earnest Money and Security Deposit in the same manner as prescribed for Class II & III (Electrical & Mechanical) contractors.

(c) They must have a valid electrical/mechanical licence.

#### *VI. Furniture contractors*

1. This category of contractors consists of the following classes:

Class I—Qualified to tender for works upto any amount.

Class II—Qualified to tender for works upto Rs. 50,000/-.

Class III—Qualified to tender for works upto Rs. 25,000/-.

Class IV—Qualified to tender for works upto Rs. 5,000/-.

2. Contractors in any of the above categories would be permitted to tender for works anywhere in the Union Territory of Goa, Daman and Diu.

3. Enlistment of contractors falling in any of the above categories will be done, after a scrutiny of applications is made by a Committee comprising of: Principal Engineer as Chairman, two Officers of the rank of S. E., and one E. E. in the respective branch, who will function as Member Secretary. The Officers in the Committee will be nominated by the Principal Engineer, PWD,

#### *4. Security Deposit*

4. (1) The rates for deposit of security amount by contractors will be as under:

(i) For works costing 10% (Ten percent) of upto Rs. 1 lakhs (Rupees the estimated cost of one lakh only). the work put to tender.

(ii) For works costing 10% on the first Rupees more than Rs. 1 lakh (Rupees one lakh) and upto one lakh and 7½% (Seven and half percent) on the balance. Rs. 2 lakhs (Rupees two lakhs only).

(iii) For works costing 10% (Ten percent) on more than Rs. 2 lakhs the first Rupees one lakh, 7½% (Seven and Half percent) on (Rupees two lakhs). the next Rupees one lakh and 5% (Five percent) on the balance subject to the maximum of Rupees one lakh only).

*Note: 1.* The Security Deposit may be collected by deduction from the running bills of contractors at the rates mentioned above, and the Earnest Money deposited in cash at the time of tender should be converted as a part of the Security Deposit.

*Note: 2.* A total security deposit recoverable from a contractor including the amount of Earnest Money shall not exceed the security amount recoverable at the rates mentioned in paragraph 4 above.

4 (ii) The contractors, may, if they so desire, deposit lumpsum security of Rupees three lakhs (Rs. 3,00,000/-) with the Principal Engineer, PWD, in any of the permissible forms, and secure exemption from payment of Earnest Money and Security Deposit in individual cases.

#### *Class I (Furniture)*

(a) Contractors desiring enlistment in this class shall be required to deposit Earnest Money with each tender:

#### *Earnest Money*

1. For works upto Rs. 5,00,000/- 2½% of the estimated cost subject to a maximum of Rs. 10,000/-

2. For works above Rs. 5,00,000/- 2% ad valorem, subject to a maximum of Rs. 20,000/-

#### *Security Deposit*

(a) Security Deposit will be recovered in the manner indicated in para 4 above.

(b) They may, if they so desire, deposit Rs. 5,000/- with the Principal Engineer and secure exemption from the payment of Earnest Money after executing the necessary bond. This deposit will exempt them from payment of Earnest Money with each individual tender, but security deposit shall be recovered in the manner as indicated in para 4 above.

(c) Contractors desiring enlistment in this Class should possess properly fitted wood workshop with sufficient large stocks of timber. They should have paint, polish and other finishing equipments, and they should employ designers who are capable of

producing well thought out schemes for furnishing large buildings.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 25,000/- each, and aggregate of all works executed should not be less than Rs. 1,25,000/-.

#### *Class II (Furniture)*

(a) Contractors desiring enlistment in this Class shall be required to deposit Earnest Money at 2½% of the estimated cost with their tenders.

Security deposit will be recovered in all cases in the manner as indicated in para 4 above.

(b) There is no option for contractors of this Class to deposit lumpsum Security for securing exemption from the payment of Earnest Money.

(c) Contractors desiring enlistment in this Class should have a wood workshop, maintain a sufficient stock of timber and have arrangements for producing good quality furniture. They should also have adequate arrangements for good quality polishing and paintings.

(d) Firms desiring enlistment in this Class should have satisfactorily executed at least three works of not less than Rs. 10,000/- each, and the aggregate of all works executed should not be less than Rs. 50,000/-.

#### *Class III (Furniture)*

(a) Contractors desiring enlistment in this Class shall be required to deposit earnest money at 2½% of the estimated cost with their tenders.

Security Deposit will be recovered in all cases in the manner as indicated in para 4 above.

(b) There is no option for contractors of this Class to deposit lumpsum security for securing exemption from the payment of Earnest Money.

(c) Contractors desiring enlistment in this Class should own wood-workshop and have arrangements for producing good quality furniture. They should also have adequate arrangements for good polishing and paintings.

(d) Firms desiring enlistment in this class should have satisfactorily executed at least three works of not less than Rs. 2,500/- each, and the aggregate of all works executed should not be less than Rs. 12,500/-.

#### *Class IV (Furniture)*

(a) This class of contractors will consist of petty suppliers engaged in the trade of furniture supply.

(b) They will be required to pay Earnest Money and Security Deposit in the same manner as prescribed for Class II and III (Furniture) contractors.

#### *General*

1. Where a contractor desires to be enlisted in more than one category (i. e. electrical, water supply and waste disposal in addition to buildings or roads, etc.) he may make the required deposit in the category where the deposit is the highest.

2. All the contractors are required to apply to the Income Tax Officers of the area in which they are assessed for the grant of Income Tax Clearance Certificate in the month of May, every year. The tax clearance certificate, in original, should be submitted to the Principal Engineer/Superintending Engineer/Executive Engineer concerned, who has enlisted the contractor, by the end of June, every year.

3. The contractor, who will fail to submit the Tax Clearance Certificate or fail to show any justifiable reasons for non-supply of the Income Tax Clearance Certificate, will be liable to be removed from the approved list of contractors.

4. Contractors will be required to certify that they will not get themselves registered under more than one name.

5. No Engineer of Gazetted Rank or other Gazetted Officer employed in engineering or administrative duties in an engineering Department of the Government of Goa, Daman and Diu is allowed to work in the PWD either as a contractor or an employee of a contractor for the period of two years of his retirement from Government service, without the prior permission of the Government of Goa, Daman and Diu. If subsequently, either the contractor or any of his employee is found any time to be such a person who had not obtained the permission of Government of Goa, Daman and Diu, as aforesaid, his name is liable to be removed from list of approved contractors.

6. Contractors who are near relatives of Divisional Accountants or Engineering Officers between the grades of S. E. and A. E. of the PWD, (both inclusive), will not be allowed to tender for works in the Circle. (Responsible for award and execution of contract where their near relatives are working).

*Note:* A near relative will include wife, husband, parents and grand parents, children and grand children, brothers and sisters, uncles, aunts, and cousins, and their corresponding in-laws.

7. The list of approved contractors will be reviewed, periodically, with a view to recommending the weeding out of contractors, guilty of mal-practice or otherwise unsuitable.